



ADDENDUM 1: Milwaukee County Vaccine Community Outreach and Communication FAQ

FREQUENTLY ASKED QUESTIONS

1. **What is the budget guidance for this RFP?**

Proposals should be under \$100,000 for work performed April through June 2021.

2. **Is there a preference for in-state vendors?**

No, although potential vendors must be able to demonstrate that they can successfully achieve the goals outlined in the scope of work.

3. **Is there any requirement for the vendor to be on site?**

Although some work can be performed virtually, there will be requirements for the vendor to be on-site as needed.

4. **Will the award be based on the lowest cost bidder?**

Not necessarily. Potential vendors must be able to demonstrate that they can successfully achieve the goals outlined in the scope of work at a fair and reasonable cost to the taxpayer.

5. **How many vendors will be awarded?**

It is most likely that one vendor will be awarded the contract. If vendors would like to collaborate a joint proposal should be submitted.

6. **Where is the URL where this RFP is posted?**

The RFP can be found at the Milwaukee County Bids and RFPs web page here:
<https://county.milwaukee.gov/EN/Admin-Services/Bids-and-RFPs>

7. **Is there an existing communications infrastructure or channels with individuals who have difficulty leaving their home or those in the care of Milwaukee County, or would those channels need to be created?**

There are some existing channels to communicate with the populations in question. For example, existing relationships between individuals who have difficulty leaving their homes and Milwaukee County's Aging Resource Center could be leveraged in this effort. However, the target populations in this RFP are typically harder to reach through traditional means and mainstream tactics. It will be incumbent on the vendor to work with Milwaukee County and community partners to identify the best ways to reach these target populations.



8. Is there a specific form to use to submit the proposal?

No, there is no specific form to use.

9. What is the preferred language to use when referring to the target populations for this RFP?

Use	Instead of...
Their name, Resident(s), Person(s) in custody, Individual(s) in custody	Inmate, Offender, Prisoner, Parolee, Criminal, Convict
Person in immigration detention	Detainee
Person without lawful status	Illegal immigrant
Person (people) who has (have) difficulty leaving their home	The homebound, homebound people

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